

**MINUTES
MAYOR'S INTERNATIONAL COMMITTEE
MEETING OF SEPTEMBER 20, 2011**

Present: Jim Graf, Jane Kautzer, Keary Kautzer, Don Silvis, Anna Schoen, Henry Schoen and Mary Rajer - Jean Kittelson arrived approx. 5:50 p.m.

Excused: Yolanda Graf

Absent: Jim Theodorff and Pam Gottsacker

Call to Order: Jim Graf called the meeting to order at 5:20 p.m. in the 2nd Floor Conference Room at City Hall.

Pledge of Allegiance: The committee stood and recited the Pledge of Allegiance.

Approval of Minutes: On a motion by Keary, second by Henry, the minutes from the August 23, 2011 meeting were approved. All ayes – motion carried.

Correspondence: Letter from People to People – Sheboygan Chapter was received requesting \$600 to help defray costs for students participating in the Sheboygan/Esslingen student exchange program when they take a trip to St. Petersburg, Florida for seven days. A motion was made by Henry, second by Don to refer to the City Finance Committee with a recommendation to donate \$500 from the International Committee Travel Account (26010140 527110). All ayes – motion carries.

OLD BUSINESS:

Concert in the Park – August 25th – wrap up: Mary reported our profit from food and beverage sales for the event was \$787.95. This was due mostly to our expenses being only \$32.01 because we were able to use beer and soda left over from the previous event.

July 4, 2012 – The committee was reminded of our commitment to sell Johnsonville brats on the 4th of July next year. All committee members should plan to participate in this fundraiser for at least part of the day. We will make more plans as the date gets nearer.

NEW BUSINESS:

Review committee guidelines and letter to absent committee members: Because of excessive absenteeism by some committee members, it was felt some type of action should be taken to either improve attendance or remove members from the committee. It was decided that a form letter should be developed which would give the member the option of being an active member or resigning from the committee. At the same time it was felt the guidelines should be reviewed and revised if necessary.

Two changes were made to the guidelines. Under "Membership" a paragraph was added which states: All members are required to attend meetings and participate in committee activities and fundraisers. Under "Contribution to Members" – provided they have participated in at least 50% of the fundraisers – was added.

A motion was made by Henry, second by Don to approve the changes to the guidelines. All ayes – motion carried.

The committee reviewed a draft of a form letter that will be sent to committee members who have had at least two consecutive unexcused absences from meetings. The member may choose to continue their membership and attend the meetings and participate in committee activities or may indicate they are no longer interested in being a member and submit their resignation.

A motion was made by Henry, second by Jane to approve the letter to absent members. All ayes – motion carries.

International Committee role in visiting students and faculty at LTC from Hessen, Germany:

Anna received an email from Rebekah Kubista, Global Education Coordinator & LINKe Chair at LTC. For several years, LTC has hosted a small group of students and faculty from Hessen, Germany in the Fall. This year there are 6 students (ages 17-25) and one teacher. They will be on campus Sept. 22 to Oct. 9.

LTC will celebrate German-American Day on October 6th with the unveiling of a German Flag in their Atrium area. Concordia will perform. Rebekah wanted to know if there was anything that our committee would like to do for the group while they are here. It was decided that something would be planned for October 5th. Anna and Jean are taking the lead to plan the day depending on the time available for the group. Plans include meeting with the mayor and receiving gift bags from his office, a possible tour of the Art Center, dinner at one of the riverside restaurants and more, depending on the time available.

Foreign Exchange Student Party – Jim checked with Al & Al's and they will honor the same price as last year which was \$10.00 plus tip per person for a menu of broasted chicken, mashed potatoes, two vegetables, full salad bar, soft drinks and coffee. It was suggested our group have the event on Wednesday instead of Tuesday because there is an organization that meets there on Tuesdays that we would have to share the space with. Therefore, we will schedule the dinner for 6:30 PM on Wednesday, December 7th. Jim will confirm with Al & Al's.

Schedule next meeting – the next meeting will be scheduled on the call of the chairman.

Adjournment: There being no further business, a motion to adjourn was made by Anna and seconded by Henry. All ayes – motion carried.

Submitted by:
Mary Rajer, Secretary